

**AGENDA TITLE:** 

Monthly Protocol Account Report

**MEETING DATE:** 

November 21, 2012

**PREPARED BY:** 

City Clerk

**RECOMMENDEDACTION:** 

None required, information only.

BACKGROUNDINFORMATION:

The City Council, at its meeting of July 19, 2000, adopted Resolution No. 2000-126 approving a policy relating to the City's "Protocol Account." As a part of this policy, it was directed that a monthly itemized report of the "Protocol Account" be provided to

the City Council.

Attached please find the cumulative report through October 31, 2012.

**FISCAL IMPACT:** 

Not applicable.

**FUNDING AVAILABLE:** 

See attached.

Randi Johi City Clerk

RJ/JMR

Attachment

APPROVED:

Konradt Bartlam, City Manager

council/councom/protocolreport.doc

## PROTOCOL ACCOUNT SUMMARY FISCAL YEAR 2012-13

Cumulative Report through October 31, 2012

Date	Vendor	Description	Amount	Balance
		·		Starting Bal. \$5,000.00
7/2/12	Impact Office Solutions	Certificate Holders	24.11	
10/16/12	Village Flowers	For the family of Rick Kiriu	99.00	
			Total	
			Expenditures: (\$123.11)	Ending Bal. \$4,876.89

Prepared by: JMR